

# Minutes of Broomhall Centre Board meeting

Tuesday 6<sup>th</sup> April 2021

Meeting took place using Zoom because of the COVID-19 lockdown

Present: Jillian (chair) Maggie, Pete (minutes), Margaret, Imran, Ian, Andrew

Apologies: Mavis, Duncan

## Minutes of previous meeting 2<sup>nd</sup> March 2021

Agreed.

### Matters Arising

- **Our Broomhall:** Pete shared responses from Sheffield City Archives and Jeremy. Agreed we should let the present arrangements run till June and then consider future options again. Maggie has asked about a doctorate student taking on the project but so far has not had success. Because the data is already available it may not be considered suitable as a research project. It may also be difficult to get funding for the work so only a self-funded student could take it on. She will continue discussions with Social History and Hallam University

### Bookings and Activities

- **Homework/Coding club:** Limited report as Duncan not available. They were planning to restart after Easter but as yet no details on how sessions will run or on Summer activities. *Post-meeting note – Duncan will discuss with Emily.*
- **Women's Health and Computer Cafe:** Has restarted with regular sessions on Tuesdays. After 13<sup>th</sup> April planning to restart computer sessions. Jillian is introducing the Broomhall Beans project to the group with positive results.
- **Other Bookings:** Some summer private bookings are coming in. Woodspen have booked 3 days for next week. Learn for Life will restart. There have been other private & commercial inquiries but nothing definite yet.

### Staffing

Arrangements for April onwards:

- **Patrick:** Back full time (5 hr). Currently doing some cleaning that should be done by Council cleaner. Rafik is liaising with Council to get their cleaner back as well.
- **Najma:** Will be brought back as needed after 12<sup>th</sup> April
- **Rafik:** Has been Furloughed for 80% of time working other 20%. Will be reinstated to 100% hours as now needed.
- **Emily:** will continue to be employed taking the club online.

Jillian liaising with VAS.

### Finance

- **FSG Minutes:** Noted
- **Forecast:** Budget is holding up at present, helped by the £5k grant from Garfield Weston. Will continue to keep close monitoring.
- **2020-21 Accounts:** Agreed that VAS continue to examine them. Pete (papers and business information) and Margaret (finance information) to manage the process. Books should be ready by end May. We can approve the accounts at any Board meeting so date will be determined by VAS timescale.

Action

Maggie

Duncan

Jillian

Pete,  
Margaret

## Funding

- **University:** Payment received.
- **Garfield Weston:** £5,000 unrestricted received.
- **Veolia Environmental Trust:** £13,469 received for ventilation. Jillian is negotiating about the requirement for 3 estimates as only Council approved contractors are allowed.
- **CIL:** £3,900 of the ventilation cost received. Jillian to ask for addition £800 for electric connection.
- **Gift Aid:** £424 received. Less than hoped for as three significant donations were not eligible for Gift Aid.
- **Women's Health Sessions:** SYCF grant must be spent by end March. It has been spent on activities Sept - Dec. Jillian to do monitoring return.
- **Homework/coding:** No news from SYCF funding carry over requested (£1,770). Pete to chase.
- **Southall Trust:** Keen to support Community Development. Jillian to put forward a bid for £5,000 (maximum grant they will pay).
- **Magic Little Grants:** Application for £500 to support filming/promoting the Broomhall Beans project via social media has been made. We have heard nothing yet.

Jillian

Jillian

Jillian

Pete

Jillian

## Other Business

- **Board membership:** Jillian has attended a course on increasing diversity on the board. Agreed we should make this a major item on next month's agenda.
- **Basketball:** agreed that Rafik to be asked to purchase a new net for the basket in the yard.

Jillian

Pete, Rafik

## Next meeting

We will continue to meet at **5.30pm on Tuesday** evenings. The next meeting will be via Zoom again. An invite to join will be sent.

- **Tuesday 4<sup>th</sup> May at 5:30**

All